

**CITY PLANNING COMMISSION MEETING AGENDA**

***April 28, 2016***

**12:30 PM –City Planning Commission lunch**

**1. Call to Order/Roll Call**

**2. Architectural Review Board items Action**

**A. Private Projects**

**1. 240 W. 21<sup>st</sup> Street—Pinot's Palette**

Applicant: John Stephens, WPA

Project Request: Encroach with business signage

Project Summary: The building front is at the property line and the tenant would like to add a business sign. The proposed sign has individual channel letters that are connected to the building. The letters project five inches into the right-of-way. The sign measures twelve and a half feet wide by eighteen inches in height. The materials are white acrylic faces with black aluminum coil returns. The letters are internally illuminated with LED lights.

There are two pilasters with capitals and a round canopy above the door that encroach into the right-of-way. These features have been in place for at least ten years without an encroachment. The building owner is not changing these items just seeking the encroachment.

ARB Recommendation: By a vote of 6-0, the ARB recommends approval of the proposed business sign encroachment as presented with the recommendation that the depth of the letters and palette be reduced from five inches to three inches if possible.

**2. 328 W. 20<sup>th</sup> Street—Jessy's Taco Bistro**

Applicant: Jorge Romero

Project Request: Encroach with business signage and lights

Project Summary: The applicant has two business signs that will encroach into the right of way. The first sign is a wall sign with three gooseneck lights above and the second is an existing blade sign. The proposed wall sign has individual letters that are connected to a PVC sheet. This sign measures ninety-six inches wide by forty-eight inches tall and project out one inch. The goose neck lights are metal with a copper finish. The lights project out thirty-two inches. The blade sign measures twenty-four inches out from the wall by forty-eight inches in height and is ninety-six inches from the top of the sidewalk to the bottom of the sign. This sign is made from aluminum.

ARB Recommendation: By a vote of 6-0, the ARB recommends approval of the proposed business sign and lighting encroachment as presented with the recommendation that the back panel be installed offset from the brick

**3. Presentations**

A. Short Term Rentals – *Adam Melita, Deputy City Attorney and George M. Homewood, Director of Planning*

**4. Public Hearing Preview**

**5. Director's Comments**

**6. Comments from Commissioners**

**7. May 2016 Meeting Schedule**

Wednesday, May 11, 2016	1:00 PM Zoning Field Trip
Thursday, May 12, 2016	1:00 PM Regular Meeting
Thursday, May 26, 2016	1:00 PM Regular Meeting
	2:30 PM Public Hearing Meeting

Design Review applications for items scheduled for the City Planning Commission meeting, exclusive of information only items, can be viewed at the website below:

[www.norfolk.gov/ARB](http://www.norfolk.gov/ARB)